

Veronica I. Rojas Muñoz  
Power-Tech Engineers, Inc.  
355 S. Lemon Avenue, Suite A  
Walnut, CA 91789

Phone: (909) 595-5314, ext. 106  
Fax: (909) 595-5394  
E-mail: virojas@ptei.net

October 7, 2019

National FOIA Office  
United States of America  
Environmental Protection Agency  
1200 Pennsylvania Avenue, NW (2310A)  
Washington, DC 20460

Phone: Undisclosed  
Fax: Undisclosed  
E-mail: Undisclosed

RE: Public Information Record Request  
Statement of Qualifications and Capability Statement Postcard with  
Twentieth Anniversary Announcement

Dear Representative of the Office of the Government Records Ombudsman,

This is a request to electronically access public information records that pertain to the administration of the State Procurement program through the gateway designed for state and local partners, as well as for the general public, and for verification of the delivery of information submitted to the attention of chief representatives for their use and record within their role of administering the program through the use of the United States Postal Services and the electronic addresses displayed on State webpages. This is not a request to copy or physically inspect public records pertaining to the State Procurement program on-site.

I. Verification that information was delivered through the United States Postal Service and the electronic addresses displayed on State Procurement webpages, and was processed or entered into the appropriate information management system as required through the responsibilities of the records manager for the state agency and department

A. Verification of delivery and entry into the State Records Management System

Please verify that the following information was delivered through the United States Postal Service by indicating the date that the information was entered into the State records management system.

1. A 5.5" x 8.5" postcard that was mailed in August 2019 displaying the Power-Tech Engineers, Inc. logo in the top left corner with an employee portrait and display of years that the employee has served with the company above the timeframe of years in business as a corporation; and a
2. A statement of qualifications with a cover letter announcing the twentieth anniversary of the operation of the business organization dated August 27, 2019.

B. Verification that the State Agency department representative received the records

Both items were addressed to the following address to the attention of the State representative for the following agency and department:

Mailing Ms. Denise Sirmons  
Address: Environmental Protection Agency  
Office of Small and Disadvantaged Business Utilization  
Office of the Director

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1200 Pennsylvania Ave., NW  
Mail Code 1230T  
Washington, DC 20460-0001

C. Confirming Delivery of the Postcard Mailers Delivered prior to August 2019

Please confirm the receipt of the postcard mailers that were delivered prior to August 2019 through the United States Postal service to the attention of the State Procurement program at the following mailing address as stated above.

II. Request to electronically access public information records related to the administration of State Procurement programs

A. Role of the State Procurement program

The State Procurement program maintains and distributes the notifications of upcoming solicitations, and project and contract schedules, including reports of forecasts and listings where identifying contract and project information, such as reference numbers and dates of execution, are used to index the data contained therein. Within its capacity of serving as the lead point of contact for the management of contracts for goods, services and technology in which the State is a party or the beneficiary and in its delivery of integrative services to oversee and ensure the cost-effectiveness of the business processes of the State, the program also maintains information related to past and future conferences, including, but not limited to, trainings, hearings, meetings and other special events, and agendas, minutes, reports and notices, and materials that include manuals, forms, templates and models, thereof. The program maintains the names of the entities that successfully bid, are short listed or that the State intends to award through its contractors or itself, in the same manner that it produces and maintains records of the type and name of solicitations that it releases, and in the same manner that the identifying information thereof is used to index the data contained therein, as done with contract and project information, whether or not the solicitation leads to the successful entry of a contract.

B. Requests for Information Presented to the State Procurement program

The 5.5" x 8.5" postcard includes a request for information pertaining to the administration of the State Procurement program that has appeared on previous postcards that were mailed in the past. The different versions that were mailed in the past to the attention of the agency and department of the State listed above, aside from other departments and divisions as they pertain to the subject matter included within the content of the postcard, are enclosed for your reference. The request for information was displayed in the following variations:

a. 6" x 9" Postcard Mailed in August 2018

The following request for information was presented in a 6" x 9" postcard that was mailed in August 2018. "Pursuant to FOIA 5 U.S.C. §552(a) (1996), and Cal Govt. Code §6253.1 (1998), this advertisement serves as a request for network access to information related to procurement program admin, incl. those related, but not limited, to: (1) solicitation advertisement notification registration; (2) project and contract forecasts, and expiring contracts, and/ or project and contract listings; (3) entity names of bidders short listed or intended to receive award, and past successful bidders, incl. type and name of solicitations; (4) satellite conference and live webcast registration; (5) listings, indices, directories or databases of reports, manuals, forms, templates and models; and (6) calendars of training and other special events."

b. 6" x 9" Postcard Mailed in August 2019

The following request for information was presented in a 6" x 9" postcard that was mailed in August 2019.

"Procurement program administration information, which includes, but is not limited to:

1. Solicitation advertisement notification registration;

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2. Project and contract forecasts, and expiring contracts, and/ or project and contract listings;
3. Entity names of bidders short listed or intended to receive award, and past successful bidders, including the type and name of solicitations, or other information used to identify the solicitation;
4. Satellite conference and live webcast registration;
5. Listings, indices, directories or databases of agendas, minutes, reports and notices;
6. Listings, indices, directories or databases of manuals, forms, templates, and models; and
7. Calendars of trainings, hearings, meetings and other special events."

Should you require any further information, please feel free to contact me at the address, as it is both the physical and mailing address that pertains to this request, and serves as the corporate headquarters for the business as registered with all licenses and permits.

Respectfully,

POWER-TECH ENGINEERS, INC.

Veronica I. Rojas Munoz  
Executive Vice President & Director

CC: 1. Regional Freedom of Information Officer  
U.S. EPA, Region 9  
75 Hawthorne Street (ORC-1)  
San Francisco, CA 94105

Phone: (415) 947-4251  
Fax: Undisclosed  
E-mail: Undisclosed

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FRONT

**BACK**

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II. January 2019

**TRIM LINE**

**SAFE ZONE**

**PTF**

**POWER-TECH ENGINEERS**

**POWER-TECH ENGINEERS, INC.**  
355 S. Lemon Avenue, Suite A  
Walnut, CA 91789-2739  
(909) 595-5314 PHONE  
(909) 595-5394 FAX  
<http://www.ptei.net> | [info@ptei.net](mailto:info@ptei.net)

Verónica I. Rojas Muñoz, Vice President  
Business Development  
(909) 595-5314, ext. 106 | [virojas@ptei.net](mailto:virojas@ptei.net)

HEADQUARTERED IN WALNUT, CA, USA

UNITED STATES  
Doral, FL    Austin, TX    Oak City, UT

SOUTH AMERICA  
Guayaquil, Ecuador    Lima, Peru    Santiago, Chile  
Sao Paulo, Brazil

*Statement of Qualifications, Project Descriptions, References, Resumes of Key Personnel, Schedules of Fees, and Proofs of Insurance and Certification Available Upon Request*

**POWER-TECH ENGINEERS, INC.**  
**Consultants | Engineers | Architects | Construction**



*Has proudly offered comprehensive services for the development of projects, from concept to operation in a cost-conscious manner, high in quality and expertise, expeditiously and flexible to accommodate all needs, to the following Clients:*

Los Angeles Dept. of W&P City of Burbank W&P Port of Long Beach Riverside Publ Utilities Dept Florida Power & Light General Electric Lights of America Imperial Irrigation District So. Nevada Water Authority	Mirage Hotel & Casino Victorville Municipal Utility Services City of L.A., Dept. of Public Works Southern California Edison City of Banning Northrop-Grumman Aerospace Rentech, Inc. Valero (Ultramar) Refinery, Canada Esmeraldas Refinery, Ecuador, S.A.	Pacific Telephone Company Andatel, Ecuador Telephone Co. City of Guayaquil County of Santa Elena L.A. City Metro Transp. Authority Los Angeles World Airports So. CA Metro Water District So. Coast Air Quality Mgmt Dist Colorado River Commission
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**FRONT**

**TRIM LINE**

**SAFE ZONE**

**SERVICES**

**ENGINEERING DESIGN** | Feasibility Studies; Generator Interconnection Studies (System Impact Study/Facility Upgrades); Power System Studies (PS&F, PSS&E, ETAP, SKM, EMT, etc.); Protection Design and Coordination; Arc Flash Analysis; Substation Automation/Control System Integration; SCADA; Substation Design; Transmission Line Design; Generating Station Design; Auxiliary Electrical System; Civil/Structural Design; Mechanical System Design; Instrumentation and Control System Design; Telecommunications System Design; Computer Programming Services; Geographical Information Systems (GIS) and Topography; Facility Management and Automated Mapping; Surveying and Mapping; CAD (MicroStation and AutoCAD); Training.

**OWNERS' ENGINEERING REPRESENTATIVE SERVICES** | Project Development Support; Project Scope and Key Performance Indicator Development; Project Structure Development; Technology and Expertise Acquisition; Turnkey, EPC, or Study Contractor Procurement; Project & Construction Management Support; Quality Monitoring; Project Cost and Scheduling Monitoring; Project Start-Up and Commissioning; Operating and Maintenance Procedure Preparation; Operational Scenario and Risk Assessment; Client Personnel Training.

**PROJECT AND CONSTRUCTION MANAGEMENT** | Project Scheduling Review and Audit; Partnering Meetings; Earned Value Analysis and Verification of Invoices; Contract Performance Review; Validation of Change Order and Claims; Risk Analysis; Resolution of Engineering Changes & Non-Conformance Issues; Field Engineering Support; On Site Inspection and Vendor Surveillance incl. Factory Inspection; Quality Assurance Auditing; Performance Test Plan, Review and Test Results Evaluation.

**CONSTRUCTION CLAIM ASSESSMENT, MEDIATION, AND RESOLUTION** | Initial Claim Evaluation; As-Built Schedule Development; Planned Versus Actual Performance Comparison; Time Impact Analysis; Cost Impact Analysis; Claim Strategy; Document Discovery; Written Claim Analysis; Alternative Dispute Resolution; Construction Claims Resolution.

**TESTING AND COMMISSIONING** | Test and Start-Up Facilities and Systems; Testing, Maintenance, Repairs & Retrofits; Preventative Maintenance & Repair.

**SPECIALIZED SERVICES** | Permitting Certification, Contract Review, Interconnection Application, Transmission Studies, Energy Production Forecast Studies, and Preliminary Plant/Substation Engineering; Forensic Engineering; Expert Witnessing; Due Diligence; Asset Valuations.

**CONSTRUCTION SERVICES** | Generating Stations (incl. Retrofits); Substations (up to 500KV AC/DC); T&D Lines; Protective Relay Systems & Automation; Industrial Lighting; Facility Station Grounding; Lightning Protection Systems; Cathodic Protection Systems; Low/Medium Voltage Electrical Distribution Systems; CCTV/Infrared Cameras; Security Systems; Motor Control Centers; Power Transformer Banks; Battery Energy Storage Systems; UPS and Battery Banks; PLC Programming/ HMI/SCADA; Solar & Wind Farms; SVCs.

**POWER-TECH ENGINEERS, INC.**  
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(909) 595-5314 PHONE  
(909) 595-5394 FAX  
<http://www.ptei.net> | [info@ptei.net](mailto:info@ptei.net)



<p><b>LICENSED ENGINEERS</b> CA FL AZ NV UT CA CSLB NO. 844791 CA DIR PUBLIC WORKS CONTRACTOR NO. 1000003997 FL DBPR NO. EC13004661</p> <p><b>INDUSTRIES</b> ELECTRICAL UTILITIES MINING &amp; MINERALS OIL &amp; GAS TELECOMMUNICATIONS/INFORMATION TECHNOLOGY TRANSPORTATION WATER/WASTEWATER</p>	<p><b>CERTIFICATIONS</b> SBE CA DGS, 36441 MWD, 170522 LA County MTA, 108015 LA County ISD, 12340001 City of Los Angeles, 1341 City of Long Beach, 190351 Port of Long Beach, 252581 LAUSD</p>	<p><b>DBE</b> City of Los Angeles, 9419 CA DOT, 34422 <b>MBE</b> CA Public Utilities Commission, 12080131 <b>Local SBE (LSBE)</b> City of Los Angeles, 1813 <b>CBE</b> LACDCBA, 83370</p>
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REQUEST FOR PROCUREMENT PROGRAM ADMINISTRATION INFORMATION:

- 1) Solicitation advertisement notification registration;
- 2) Project and contract forecasts, and expiring contracts, and/or project and contract backlog;
- 3) Entry names of bidders short listed or intended to receive award, and past successful bidders, incl. type and name of solicitations;
- 4) Solicitation conference and pre award registration;
- 5) Listings, indices, directories or databases of agencies, ministers, reports, and notices;
- 6) Listings, indices, directories or databases of manuals, forms, templates, and models; and
- 7) Calendars of trainings, hearings, meetings and other special events.

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III. October 2018

TRIM LINE		SAFE ZONE				
		<b>POWER-TECH ENGINEERS, INC.</b> <b>Consultants   Engineers   Architects   Construction</b>				
<b>NAICS</b> 236210 237990 541370 541618 237110 238210 541511 541690 237120 541330 541512 541712 237130 541340 541513 561110 237310 541360 541611 561210 <b>WCC</b> C8770 C8777 C8716 C8702 C8771 C8773 C8733 C8711 C8772 C8710 C8740 C8766 C8774 C8703 C8784 C8700 C8778 C8705 C8765 C8707 C8714 C8800 C8801 C8802 C8839 C8830 C8820 C8821 C8701 <b>SIC</b> 1541 1611 1622 1622 1623 1629 1731 7371 7373 7376 8711 8713 8731 8732 8742 8744 8748		 <p><i>Has proudly offered comprehensive services for the development of projects, from concept to operation in a cost-conscious manner, high in quality and expertise, expeditiously and flexible to accommodate all needs, to the following Clients:</i></p> <table border="0"> <tr> <td>Los Angeles Dept. of W&amp;P City of Burbank W&amp;P Port of Long Beach Riverside Publ Utilities Dept Florida Power &amp; Light General Electric Lights of America Imperial Irrigation District So. Nevada Water Authority</td> <td>Mirage Hotel &amp; Casino Victorville Municipal Utility Services City of L.A., Dept. of Public Works Southern California Edison City of Banning Northrop-Grumman Aerospace Rentech, Inc. Valero (Ultramar) Refinery, Canada Esmeraldas Refinery, Ecuador, S.A.</td> <td>Pacific Telephone Company Andinatel, Ecuador Telephone Co. City of Guayaquil County of Santa Elena L.A. City Metro Transp. Authority Los Angeles World Airports So. CA Metro Water District So. Coast Air Quality Mgmt Dist Colorado River Commission</td> </tr> </table>		Los Angeles Dept. of W&P City of Burbank W&P Port of Long Beach Riverside Publ Utilities Dept Florida Power & Light General Electric Lights of America Imperial Irrigation District So. Nevada Water Authority	Mirage Hotel & Casino Victorville Municipal Utility Services City of L.A., Dept. of Public Works Southern California Edison City of Banning Northrop-Grumman Aerospace Rentech, Inc. Valero (Ultramar) Refinery, Canada Esmeraldas Refinery, Ecuador, S.A.	Pacific Telephone Company Andinatel, Ecuador Telephone Co. City of Guayaquil County of Santa Elena L.A. City Metro Transp. Authority Los Angeles World Airports So. CA Metro Water District So. Coast Air Quality Mgmt Dist Colorado River Commission
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<b>FRONT</b>						
<b>SERVICES</b> Engineering Design Owner's Engineering Representative Services Project Management Construction Management Contract and Project Administration and Support Services Testing and Commissioning Specialized Services Construction Services <b>INDUSTRIES</b> Electrical Utilities Mining & Minerals Oil & Gas Telecommunications/ Information Technology Transportation Water/ Wastewater <b>Statement of Qualifications, Project Descriptions, References, Resumes of Key Personnel, Schedules of Fees, and Proofs of Insurance and Certification Available Upon Request</b>		<b>POWER-TECH ENGINEERS, INC.</b> 355 S. Lemon Avenue, Suite A Walnut, CA 91789-2739 (909) 595-5314 PHONE (909) 595-5394 FAX <a href="http://www.ptei.net">http://www.ptei.net</a>   <a href="mailto:info@ptei.net">info@ptei.net</a>				
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Verónica I. Rojas Muñoz, Vice President Business Development (909) 595-5314, ext. 106   <a href="mailto:virrojas@ptei.net">virrojas@ptei.net</a>						
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IV. August 2018

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<p><b>POWER-TECH ENGINEERS, INC.</b>  355 S. Lemon Avenue, Suite A  Walnut, CA 91789-2739  (909) 595-5314 PHONE  (909) 595-5394 FAX  <a href="http://www.ptei.net">http://www.ptei.net</a>   <a href="mailto:info@ptei.net">info@ptei.net</a></p>		<p><b>POWER-TECH ENGINEERS, INC.</b>  355 S. Lemon Avenue, Suite A  Walnut, CA 91789-2739  (909) 595-5314 PHONE  (909) 595-5394 FAX  <a href="http://www.ptei.net">http://www.ptei.net</a>   <a href="mailto:info@ptei.net">info@ptei.net</a></p>																																																																												
<p><b>SERVICES</b>  Engineering Design  Owner's Engineering Representative Services  Project Management  Construction Management  Contract and Project Administration and Support Services  Testing and Commissioning  Specialized Services  Construction Services</p> <p><b>INDUSTRIES</b>  Electrical Utilities  Mining &amp; Minerals  Oil &amp; Gas  Telecommunications/ Information Technology  Transportation  Water/ Wastewater</p> <p><i>Statement of Qualifications, Project Descriptions, References, Resumes of Key Personnel, Schedules of Fees, and Proofs of Insurance and Certification Available Upon Request</i></p>		<p><b>LICENSED ENGINEERS</b>  CA FL AZ NV UT  CA CSLB NO. 844791  CA DIR PUBLIC WORKS  CONTRACTOR NO.  1000003997  FL DBPR NO. EC13004661</p> <p><b>CERTIFICATIONS</b>  <b>SBE</b>  CA DGS, 36441  MWD, 170522  LA County MTA, 108015  LA County ISD, 12340001  City of Los Angeles, 1341  City of Long Beach, 190351  Port of Long Beach, 252581  LAUSD</p> <p><b>DBE</b>  City of Los Angeles, 9419  CA DOT, 34422  <b>MBE</b>  CA Public Utilities  Commission, 12080131  <b>Local SBE (LSBE)</b>  City of Los Angeles, 1813  <b>CBE</b>  LACDCBA, 83370</p>																																																																												
<p>Verónica I. Rojas Muñoz, Vice President  Business Development  (909) 595-5314, ext. 106   <a href="mailto:virojas@ptei.net">virojas@ptei.net</a></p> <p><small>Pursuant to FOIA 5 U.S.C. §552(a) (1996), and Cal Govt. Code §2053.1 (1998), this serves as a request for network access to information related to procurement program administration, and those related, but not limited to: (1) solicitation advertisement notification registration; (2) project and contract forecasts, and existing contracts, oral or project and contract listings; (3) entity names of bidders short listed or intended to receive award, and past successful bidders, incl. type and name of solicitations; (4) satellite conference and live webcast registration; (5) listings, indices, directories or databases of reports, manuals, forms, templates and models; and (6) calendars of training and other special events.</small></p>																																																																														

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237310	541360	541611	561210

WCC			
C8770	C8777	C8716	C8702
C8771	C8773	C8733	C8711
C8772	C8710	C8740	C8766
C8774	C8703	C8784	C8700
C8776	C8705	C8765	C8707
C8714	C8800	C8801	C8802
C8839	C8830	C8820	C8821
C8701			

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*Statement of Qualifications, Project Descriptions, References, Resumes of Key Personnel, Schedules of Fees, and Proofs of Insurance and Certification Available Upon Request*

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